

MINUTES

RHIC & AGS Users' Executive Committee
December 13, 2001

UEC Attendees: Richard Seto, Bob Chrien, Mike Lisa, Steve Kettell, Jack Engelage (via phone)

Other Attendees: Susan White-DePace

Richard Seto started the meeting by explaining that he hit the rhicagsuec-l list server on Monday, December 10th, with a reminder of the December 13th UEC meeting. It seemed that the e-mail went into a black hole at ITD. Since Peter Yamin was not present, Susan White-DePace was asked to take minutes of the meeting.

Seto provided an overview of what his main goals for the UEC were for the upcoming year. The goals outlined, and a brief synopsis of each of the discussions held, are below:

- Seto intends to continue with the same meeting format that has been used in the past; monthly meetings between the hours of 12:00 and 2:00, with invited guest speakers. Peter Paul and Steve Steadman have already agreed to come to a future meeting. Seto asked for suggestions for other speakers from the UEC members.
- Seto proposed setting up a number of subcommittees to address various issues. Committee members do not necessarily have to come from UEC membership. The Subcommittees proposed were: Bylaws, Annual Users' Meeting, Nomination, Thesis Award, Quality of Life, and Public Relations. The discussion on each of these committees is outlined below.
 - Bylaws Subcommittee. Additional bylaws changes are required to address vacant seat procedures, adding the RHIC & AGS User Administrator as an ex-officio member of the UEC, and selection of a Vice Chairperson. Bob Chrien agreed to continue to work on the bylaws. It was noted that it is beneficial to allow the UEC Chair a lot of discretionary power.
 - Annual Users' Meeting Subcommitt: Discussions about the date for the 2002 meeting needs to be determined. **Action Item**. Seto needs to set-up Committee. White-DePace brought up the idea of having a "Users' Week" at Brookhaven. Because of the planning required, this would probably not happened in 2002, but should be discussed for 2003. The concept outlined described the RHIC & AGS and the NSLS holding their Users' meetings during the same week. This would provide an opportunity for UEC members from both organizations to meet, would provide a opportunity for different funding agency representatives to meet, BSA could possibly support a cultural event, and it could possibly be tied to the "University day" that Peter Paul recently announced in a Monday Morning Memo. The following is an excerpt from Peter Paul's Monday Morning memo announcing this idea. "A week ago, the Science & Technology Steering Committee, composed of senior faculty and administrators of our eight core universities, met at the Laboratory for its last scheduled review this year. This committee is an important connection between Brookhaven and the prestigious research universities in the Northeast, including Stony Brook. I recommended to the committee that

Brookhaven organize a "university day" next year that would bring senior university administrators to our site to get better acquainted with each other and increase the connections. The S&T committee endorsed the proposal."

- *Nomination Subcommittee.* This committee would work on a slate of nominees for the 2002 vote and on electronic voting process.
- *Thesis Award Subcommittee.* Steve Kettell was asked to Chair this committee, but declined. There was discussion on who review the theses submitted. The UEC would have to ask non-UEC members to assist. It was noted that the Thesis Award needs to be publicized a number of times between now and April 15th which is the deadline date for submissions. **Action Item:** Seto needs to set-up a Committee.
- *Quality of Life Subcommittee.* This committee would address issues such as computing at BNL, lighting to the RHIC facility, and Ethernet in the apartment area. White-DePace noted that she is a member of Brookhaven's Quality of Life Committee (QOL). This committee has been effective in getting Ethernet in the dorms; satellite dishes and large screen TVs in the dorms, Brookhaven Center, and Recreation Building; lighting down Yale Road which leads to the housing area; a bicycles program; and laundries in the dorms. The lighting to the RHIC ring and Ethernet in the apartment areas is on the Brookhaven's QOL agenda. White-DePace outlined a soon-to-be-announced after-hours transportation program for users.
- *Public Affairs Subcommittee.* This subcommittee would work with the Brookhaven management and other user facilities to address the best means of reaching our congressional people and other outreach efforts of the UEC. It was suggested that Marge Lynch be invited to speak at a UEC meeting. Richard noted that APS has a list of Congressional Contacts. **Action Item:** White-DePace will contact APS and obtain that information.

Other issues discussed were:

- Seto mentioned that Raymond Orbach, former Chancellor of the University of California @ Riverside will be nominate to be head of the Office of Science after the new year. Seto believes Orbach will be receptive to the needs of the Users.
- Seto would like to make contacts with other high-energy, nuclear-energy, and light source users' organizations. This would be helpful in lobbying efforts in Washington.
- Seto and White-DePace would like to put an electronic voting process in place for the next UEC election. The present method of mailing is time-consuming and costly.
- Seto noted that Brookhaven will be hearing a lot from DOE about performance metrics. White-DePace noted that she was recently told by Steve Steadman (DOE) that there was discussion of implementing a yearly report known as the BES report presently used at light source facilities, for high-energy and nuclear-energy facilities. Steadman was asked to provide specifics to the BNL Director. **Action Item:** White-DePace will provide a copy of the NSLS BES Report to Seto.

- White-DePace meets yearly with the User Administrators at all the user facilities across the United States. **Action Item:** She will obtain lists of UEC members from the other user facilities for Seto.
- A brief discussion about User input to the HEPAP Long-range Plan process took place. Steve Kettell was not sure if input from the Users was necessary at this time. The issue will be readdressed at a later date, if necessary.
- A discussion about student events at Brookhaven took place. White-DePace mentioned that she had met with Jeff Mitchell to discuss putting together a social program for students at Brookhaven. Mitchell and White-DePace thought that a Subcommittee should be put together to come up with a bi-weekly social program for all students working at Brookhaven. Some ideas included: pizza/movie night, scientific talks, barbeques and volleyball during the summer months, and swimming at the pool. Kettell noted that there was a program in 1995-1998, that was organized by Robin Appel, a prior UEC member. He believed that funds were made available through Derek Lowenstein's discretionary fund. Financial support would be required to get a program like this off the ground. Possible sources are BSA and Stony Brook. White-DePace noted that this was something that could be also supported and possibly organized by the BNL Quality of Life Committee, with assistance from the Users' Organization.
- It was decided that no phone conference would be required next week with the entire UEC membership.
- The next meeting is tentatively scheduled for 1/10/02. There was discussion as to whether the meeting could start at 11:30 to avoid the lunch line at 12:00 and whether Thursday was a good day to hold a meeting. Seto asked for feedback.
- **Action Item:** White-DePace will find out what happened with the list server.
- Future issue. Are the UEC meetings held at the DNP meetings useful? Should they be continued?